

**From:** Murphy, Edna

**Sent:** Friday, June 06, 2014 2:37 PM

**To:** +All HQ Employees; +All Employees at Capitol Mall; +AD Application Development

**Subject:** Building Update - Fire Watch for 450 N Street this Weekend

**Importance:** High

## **BUILDING UPDATE - Fire Watch for 450 N Street this Weekend**

At 1:30 p.m. today, the Board of Equalization (BOE) was notified by the Department of General Services (DGS) that their fire control pump for the 450 N Street building requires repairs. The fire control pump is located outside of the 450 N Street building in a secured room near the parking garage. The anticipated date for the parts to arrive for the repairs will be in two to ten weeks. Until that time, the State Fire Marshall has informed DGS that a fire watch of the 450 N Street building is required.

The fire watch consists of scheduling one person to walk the entire building every hour. This designated person is not allowed to perform any other work other than the fire watch duties. The person will walk each floor starting from the penthouse floor down to the 1st floor on a continual basis (including the mezzanine).

As a courtesy, BOE is scheduling additional guards this evening and weekend to perform the fire watch for 450 N Street while DGS is in the process of hiring additional staff to perform this watch over the next several weeks. The DGS will assume all remaining fire watch duties starting Monday, June 9, 2014.

Thank you for your patience and understanding.

**Edna B. Murphy, MBA**

Deputy Director, Administration Department  
Board of Equalization